



State of New Jersey

DEPARTMENT OF EDUCATION

NOTICE OF VACANCY

The COMMISSIONER OF EDUCATION invites applications from
qualified candidates for the following:

ISSUE DATE: May 6, 2016

RESUMES MUST BE RECEIVED OR

POSTMARKED NO LATER THAN: May 27, 2016

Applications received after closing date may be considered if
position is not filled.

TITLE: Information Technology Specialist

REFERENCE #: DOE-029-16

POSITION #: 654513

BARGAINING UNIT/RANGE: P 21

SALARY: \$51,529.95 - \$72,953.46

LOCATION: Trenton, NJ

HOURS OF WORK: 8:30 a.m. – 4:30 p.m.

DIVISION: Division of Talent and Performance, Office of Information Technology

DESCRIPTION

Under direct supervision of the Supervisor of Network and Client Services, assists in at least one of the following areas: the design and preparation of least complex operation routines and computer programs for electronic data processing equipment utilizing required and current software, operating systems, and multiprogramming technology; the control and/or implementation/maintenance of highly technical operating systems associated with new generations of computers to function toward optimum utilization of available hardware/software using comprehensive knowledge of the operating system function; the development, implementation, and maintenance of multi-network, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN), maintenance of centralized, decentralized and remote network services, network security, data integrity, network performance monitoring, network problems resolution, and user support; does other related duties as required.

REQUIREMENTS

Education: Graduation from an accredited college or university with an Associate's degree in Computer Science or Computer/Information Technology.

Experience: One (1) year of experience in at least one of the following areas: the design and preparation of programs for electronic data processing utilizing current operating systems, modification of systems software and multiprogramming technology; or the development, maintenance, or installation of application programs; or in performing technical support functions within a direct access device environment, or the development, implementation, and maintenance of multi-network, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN) environment.

The following knowledge and skills are preferred:

- Proficient and proven experience working with Windows Server Roles i.e. Hyper-V, DNS, Active Directory, Azure.
- Proficient and proven expertise in supporting Windows Server environment 2008, 2012R2, etc.
- Working knowledge and understanding of Microsoft System Center.
- Understanding of Office 365 online services.
- Accurate and up-to-date documentation and schematics of the network configuration, including local and remote sites.
- Providing technical support to end-users.
- Knowledge of industry standard Network Operating Systems (NOS).
- Knowledge of basic networking concepts.
- Knowledge of server hardware and associated software.

- Knowledge of telecommunication components used to interconnect servers to communication devices and clients (PCs and other devices).
- Knowledge of countermeasures for dealing with network security and virus protection.
- Knowledge of techniques to determine system capacity and cost effectiveness of system utilization.

Note: Technical support functions include experience in resolution of online production and/or communications network problems, and/or code modification, testing, and debugging of program modules in an online environment, and/or space allocation and control of direct access storage devices (DASD management).

Note: A Bachelor's or Master's degree in Computer Science may be substituted for one (1) year of indicated experience.

Note: A general Bachelor's degree from an accredited college or university may be substituted for the Associate's degree.

OPEN TO THE FOLLOWING

In accordance with the New Jersey First Act P.L. 2011 c.70, effective September 1, 2011, new public employees are required to obtain New Jersey residency within one (1) year of employment. Applicants must meet the open competitive requirements listed on the job specification on file at the Civil Service Commission. You may access the job specification through the Civil Service Commission's website <http://info.csc.state.nj.us/jobspec/53262.htm>

FORWARD RESUMES TO:

Personnel Director
New Jersey State Department of Education
Reference #: DOE-029-16
PO Box 500
Trenton, NJ 08625-0500
Resumes may be e-mailed to: resume3@doe.state.nj.us

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